

Dispatch Guidelines

The GBTU Course Coordinator will develop a pre-season list of students and call them in priority order, when the IMT comes up on regular rotation. When the IMT is ordered for an incident, the Course Coordinator will call students again to reconfirm their availability, and gives the date, time, and location the session will begin.

Resource orders are placed by the IMT IC through the incident Dispatch Center for the final list of students. Students are ordered through ROSS in their functional trainee position. It is imperative that students be in ROSS with the correct functional position qualification with trainee status.

Students are to follow their agency specific travel authorization protocol. Students must make contact with their home dispatch center prior to leaving for the incident to obtain a resource order, or verbal confirmation and the request number. The student must discuss with their dispatch office travel arrangements sufficient enough to be entered in ROSS.

The GB Dispatch Centers will be notified by May about upcoming S420 field sessions. They will be provided a list of students, their functional trainee position, and a list of contacts for any questions. They will also be provided with the notification and ordering guidelines for the upcoming season.

Mobilization:

Selected students must arrive at the incident before the agreed upon start time of the class. Mobilization needs to be able to support that goal. In many ways, being at the initial course in-briefing is even more important than the start of the classroom sessions. This course is different from most classes, and different from a typical fire assignment. Therefore, understanding the ground rules, agenda, roles and responsibilities, etc., is critical to meeting the course objectives. This course in-briefing is critical and the students must attend.

To this end, the ideal report time for students to arrive at the incident will be approximately 48 hours after the IMT has received the Line Officer's in-briefing and Delegation of Authority. This timeframe will be adjusted through discussions between the IMT IC and the Course Coordinator.

Cadre:

Cadre will be ordered on a Large Fire Support order held at EGBCC and WGBCC. The Course Coordinator will work with the Coordination Centers to generate these orders. Cadre must be listed as "available local" in ROSS, and must work with their home dispatch office to obtain their resource order and discuss travel arrangements. They are to follow their agency specific travel authorization protocol.